

STATE LIBRARIAN'S REPORT  
November 22, 2010

This report is prepared bi-monthly in conjunction with the regular meetings of the Connecticut State Library Board. Items to be routinely covered include the following: the significant activities of the State Librarian and the staff, significant administrative decisions affecting the operation of the Library, status reports regarding in-progress activities, information regarding external events having an impact on the Library, media coverage of the Library, and information of general interest to the members of the Board.

The following report by the State Librarian, which will be included in the minutes of the November 22, 2010 meeting of the Board, covers the period of September 28, 2010 through November 19, 2010.

**FINANCIAL REPORT**

Attached to this report.

**PERSONNEL REPORT**

**Vacancies (State Funded)**

None

**Vacancies (Federal Funds)**

Library Technical Assistant (WLSC)

**Vacancies (Other)**

None

**POSITIONS FILLED SINCE LAST REPORT**

Storekeeper Assistant P-T (Records Center)

**STATE LIBRARIAN**

**Budget**

At the beginning of the 2<sup>nd</sup> quarter the Governor had instructed the Office of Policy and Management (OPM) to issue agencies only partial allotments for the second quarter in anticipation of the need to implement allotment rescissions. The largest impact was on our operating account and resulted in putting off purchases of supplies and services. The Fiscal Office responded to many inquiries from OPM about various line items and our federal maintenance of effort and state match. On November 10 we were advised that the Governor had directed OPM to release allotments of remaining balances for the second quarter based on projections that the state will end the year in balance, obviating the need for any rescissions at this time.

**Transcripts of Public Hearings**

The Task Force to Study Converting Legislative Documents from Paper to Electronic Form, which I serve on, has had 2 meetings. The Legislature set up this task force to look at various legislative publications with an eye toward making them available electronically and stopping or reducing the number printed. The most controversial recommendation (or fait accompli) is no longer transcribing the public hearings.

Transcriptions of just the Senate and House sessions would be made. I see this as a major public policy decision and provided the Committee with my concerns.

#### Connecticut Civil War Commemoration Commission

The Governor appointed me to the Commission and we had our first meeting on October 20. The official kickoff of the commemoration will be April 15, 16 and, 17 on the campus of Central Connecticut State University. The major piece of the State Library will be the opening of the Civil War Exhibit in the Museum of Connecticut History.

#### **eBooks**

The Chief Officers of State Library Agencies (COSLA) have been discussing the impact of ebooks on libraries and funded a study earlier this year. At our annual meeting in October, we passed a vision statement saying that "All Americans [should] have equity of access to published materials regardless of format through libraries." The COSLA ebook task force will continue its work with this new focus. COSLA also has a representative on the ALA ebook task force.

#### **New Handicapped Accessible Bathroom**

Judicial is moving forward with plans to convert one of our offices off of the main lobby into a handicapped accessible bathroom. This has caused us to move the Museum Education Curator, whose office this was, to the Museum Administrator's office and he has moved to another office in the building.

#### **DIVISION OF LIBRARY DEVELOPMENT**

##### **Read to Grow/ Public Library Pilot Program at Manchester Memorial Hospital**

*Read to Grow* is a statewide nonprofit organization that connects with parents in the hospital setting and prepares them to take an active role in their child's literacy development from day one. Susan Cormier, children's consultant, is partnering with Read to Grow on a pilot program that seeks to find a formal, sustainable way to connect the families contacted by Read to Grow in the Manchester Memorial Hospital maternity ward with programs and services at their local libraries. A flyer has been produced to communicate the benefits of reading to babies and the services offered at their local library. The flyer is attached to your report.

#### **Training and Events**

Tom Newman, State Library Data Coordinator, spoke to two staff meetings of the Russell Library in Middletown to introduce the resources available through WebJunction Connecticut.

All staff of the Division of Library Development, as well as representatives of the Connecticut Library Association and the Connecticut Library Consortium presented a *New Director's Workshop* on November 5th at the Middletown Library Service Center. Attendees learned about the various services and resources available to them as library directors.

Sharon Brettschneider and Mary Louise Jensen attending the Fall 2010 Conference of the Council of State Library Agencies in the Northeast. Conference topics included 21st Century Skills, E-Books, and Mobile Technology. Sharon Brettschneider coordinated the session on 21st Century Skills.

Mary Louise Jensen, Public Library Building Consultant, coordinated a *Libritects* workshop at Somers Public Library on October 27. Libritect workshops, attended by architects, librarians, and library board members, are held in new or renovated libraries after they have been open approximately one year. This workshop had 26 in attendance.

Douglas Lord, LSTA Coordinator, held three telephone grant paperwork sessions for current LSTA grantees, and scheduled dozens of LSTA grant workshops for the upcoming 2011-2012 cycle.

Mr. Lord chaired the September 21 meeting of the Connecticut Library Consortium's *Services to Older Adults Roundtable* at the Meriden Public Library with guest speaker Brian Chapman from the University of Connecticut Waterbury campus' Osher Lifelong Learning Institute.

Mary Engels, Director of the Middletown Library Service Center, coordinated the workshop *The Idea Factory* on October 28th. The program featured the nominees for the Excellence in Library Service Awards that Mary also coordinates.

The Connecticut Book Festival *Fundraising Gala Reception* is being held at the Town & County Club in Hartford on November 20, 2010. Connecticut author Wally Lamb was the featured speaker. Authors Matthew Dicks, Katharine Weber and Michael White also attended. The Connecticut Book Festival is scheduled to be held on May 21st and 22nd 2011, at the Greater Hartford Campus of the University of Connecticut.

The Division of Library Development and the Connecticut Department of Labor (DOL) presented a ***Connecticut Jobs Conference: Your Library as a Community Resource for Economic Recovery*** on October 15th at the Wallingford Public Library. This workshop will be followed by regional partnership meetings between libraries and regional Department of Labor offices.

## **iCONN**

The October issue of the *iCONN Times* is now available at <http://www.iconn.org/iConnTimes.aspx>. A copy is included in the board packet.

iCONN had a booth at the Connecticut Educators Computer Association conference on October 18th at the Connecticut Convention Center in Hartford and the Connecticut Association of School Librarians Conference on November 8th at the Crowne Plaza in Cromwell.

Eric Hansen, iCONN Electronic Database Coordinator, presented a program on downloadable audio books session to Connecticut Library Association Support Staff conference October 22nd.

Stephen Cauffman, reQuest ILL Coordinator, and Gail Hurley, reQuest Catalog Coordinator, held reQuest training sessions for Lincoln College - Suffield Campus, Woodhall School, and the U. S. Sub Base Library.

## **Grants and Reimbursements**

Douglas Lord helped the Ferguson Library in Stamford and the Fairfield Public Library receive approval for technology plans pursuant to reimbursements under the federal E-Rate program.

Douglas Lord received two LSTA Community Needs Assessment applications for the recent abbreviated cycle; both were approved. These small, \$1,500 grants were awarded to the Cragin memorial Library in Colchester and the Wolcott Public Library. Mr. Lord also made two site visits to current LSTA grantees Ferguson Library, Stamford and West Hartford Public Library. A best practices article resulted from the West Hartford experience with one for the Ferguson Library coming shortly.

<http://ct.webjunction.org/ct/grant-success/-/articles/content/108494633>

## **ACCESS SERVICES**

### **Space/Collections**

In September, as part of a routine inspection process, the federal documents collection was evaluated by inspectors from the Federal Depository Library Program to insure our compliance with the Program's requirements and guidelines. We were evaluated in four areas: Access, Collections, Service, and Cooperative Efforts. We are still awaiting their full report, but they were very impressed with the program we are administering.

We have expanded the relabeling project of the history materials to include barcoding for inventory purposes

In anticipation of changes after the election, we initiated a collaborative effort between Public Records, Archives, Cataloging and Access Services, to digitally archive the web pages of the Connecticut constitutional offices. That was so successful, we are now archiving the executive agency pages.

### **Patron Services**

In conjunction with Court staff, Nancy Liefert coordinated a guided tour of the Library for 120 students from Notre Dame Academy in West Haven.

Nancy Liefert showed the Library to a group of 20 French foreign exchange students from the Hartford area.

### **Staff**

Many staff participated in the Content audit of our webpage in preparation for the transition to Drupal.

Janis Lefkowitz, a Library Specialist working in the Law and Legislative Reference unit has announced her retirement as of Dec. 31, 2010.

### **Outreach**

Nancy Liefert presented at the Records Management Liaison Officers conference 10/5.

Nancy Peluso presented a program on federal and state websites at the Connecticut Library Association Support Staff annual conference.

Nancy Lieffort coordinated an introduction to the library for new legislative researchers.

Carolyn Picciano participated at the Connecticut Society of Genealogist's Annual Seminar, held on October 16th in North Haven. In addition to setting up an information table about the Library, she issued 39 library cards.

Law and Legislative Reference staff are researching the impact the decision by the Office of Legislative Management to discontinue transcribing public committee hearings will have on our patrons, our workflows, and on comprehensive legislative histories in the future.

[Family Tree Magazine](#) named the Connecticut State Library among the best state websites for genealogy in 2010

### **COLLECTION SERVICES**

**Budget shortfall:** Even before the 25% hold back of the 2<sup>nd</sup> quarter allotment, the initial FY11 allocation of \$926,831 does not support continued renewal of titles on subscription. Estimate shortfall is over \$191,200. If we are not able to continue upkeep of our law materials they become obsolete and compromise our ability to provide research and reference services.

### **Digital Collections**

Data and images from the WPA Architectural Survey for the towns of Lebanon to Manchester were made available in the Digital Collections on Oct. 26, bringing the total to 77 towns and 3,436 entries. See <http://cslib.cdmhost.com/custom/WPAArchSurv.php>

The digital collections of the Connecticut State Library and Treasures of Connecticut Libraries received 238,704 hits from July to September. Most activity was in the Connecticut's Aerial Surveys collection which has the aerial photographs for the entire state from 1934 and 1965 and a group of aerials showing areas damaged by the flood and hurricane of 1938.

Some interesting information as per Christine Pittsley regarding Flickr statistics is that since 14 Oct. we have had over 5000 hits, most of which occurred in the Colt collection. We are averaging about 180 hits a day with only 901 images on view. Christine believes this is due to the fact the collection was finally exposed to the antique gun collector community via several gun shows that took place in Connecticut recently.

### **Presentations**

Jane Cullinane, Preservation and Digital Projects Librarian, spoke about preservation basics at the Office of the Public Records Administrator's training for state agency Records Management Liaisons Officers, on Oct. 5.

Jane also spoke at the Oct. 22 meeting of Connecticut Historical Records Advisory Board about COSTEP-CT (Coordinated Statewide Emergency Preparedness for Cultural Heritage Organizations) <http://costep.cslib.org/>. In a statewide initiative, libraries, museums and historical societies have formed COSTEP-CT, and are working to connect first responders and cultural heritage organizations during emergencies to protect and save our cultural treasures. State Archivist Mark Jones and Public Records Field Archivist Lizette Pelletier are part of the group.

### **Workshops Attended**

Jane attended a two-day seminar on Sustainable Preservation Practices for Managing Storage Environments on Oct. 28-29. The speakers from the Image Permanence Institute of Rochester, NY, talked about the latest research on the proper temperature and relative humidity for long-term storage of books, papers and museum objects and ways to improve efficiency and reduce HVAC costs. Mary Louise Jensen of the Division of Library Development and Kathy Makover of the Public Records Administrator Office also attended.

Christine Pittsley, Digital Collections Technician, attended a workshop on Decision Points in Digitization on Oct. 21, traveled on her own to the Museum Computer Network conference in Austin, TX on Oct. 27-30 and, again on her own, spoke at the Digital Humanities and Technology Camp on Nov. 13-14 in Boston.

Yasemin Agis attended CLA's support staff workshop CLASS 2010: Expanding Our Skills, Expanding Our Minds" on Friday, October 22nd

### **OFFICE OF THE PUBLIC RECORDS ADMINISTRATOR Records Retention Schedules – State Agencies & Municipalities**

LeAnn Power, Lizette Pelletier, Jeff Collins, and Kathy Makover met with representatives from several state agencies to revise the *State Agencies' Records Retention Schedule S6: Data Processing Records*, on September 22. Agency representatives were drawn from the Department of Information Technology, Department of Environmental Protection, Department of Public Safety, Southern Connecticut State University, Central Connecticut State University, University of Connecticut, University of Connecticut Health Center, and the Connecticut State University System Office.

On November 1, Jeff Collins and Paul Baran met with representatives of the Office of the Governor to discuss records management and the upcoming transition of the Administration.

LeAnn, Lizette and Kathy met with Records Management Consultant Peter Bartucca on November 2 to discuss revisions to *Municipal Schedule M1: General Administration*.

After completing reviews and revisions, the Office of the Public Records Administrator issued the following records schedules:

- *State Agencies' Records Schedule S4: Health Records (revised 11/2010)*
- *Schedule No. 10-1-2: Department of Public Health – Regulatory Services Branch: Environmental Health Section*
- *Schedule No. 10-1-3: Department of Public Health – Planning Branch: Health Information Systems and Reporting; Tumor Registry; and Workforce, Professional Development, and State Health Planning*
- *Schedule No. 10-6-2: Department of Motor Vehicles – Business Licensing*
- *Schedule No. 10-6-3: Department of Motor Vehicles – Vehicle and Vessel Registration and Ownership*
- *Schedule No. 10-7-1: Connecticut Housing Finance Authority*
- *Schedule No. 10-8-1: Office of the Healthcare Advocate*

- *Schedule No. 10-9-1: Department of Administrative Services – State Marshal Commission*

### **Training, Outreach and Site Inspections**

On September 16 and 17, LeAnn Power, Lizette Pelletier and Kathy Makover attended the Connecticut Town Clerks Association Fall Conference in Westbrook, meeting with town clerks and vendors.

On September 16, in the vendor area, public records staff distributed promotional information on the *Intergovernmental Preparedness for Essential Records [IPER]* project and the *Essential Records and Records Emergency Planning and Response* webinars that will be offered for municipal and state employees in 2011.

On September 17, the clerks received an update on the electronic recording initiatives, presented by Ken Wiggin in the workshop, *Facts, Myths and Realities of Property Record Technology*. Clerks also learned more about the transfer of early probate records to the State Library, and the upcoming Probate Court consolidations, as part of a presentation by Probate Court Administration staff.

On September 28, LeAnn attended the monthly Connecticut Chapter of ARMA meeting. The meeting topic was *Legal Holds and E-Discovery*.

LeAnn and Kathy met with Bridgeport town officials and architects on October 1 to review proposed vault plans for the probate court and vital records office. Final plans will be submitted for approval after further revisions.

The Office of the Public Records Administrator, in conjunction with the State Archives, State Documents Depository Program, and State Library Preservation Office, conducted a training session for state agency Records Management Liaison Officers (RMLOs) and Assistant RMLOs on October 5. The session, *Paper Piles and E-mail Files: Records Management Fundamentals for State Agency Employees*, provided an overview on managing public records to more than 100 state employees. Presenters included LeAnn Power, Lizette Pelletier, Jeff Collins, Paul Baran, Jane Cullinane, and Nancy Liefert.

LeAnn attended a task force committee meeting along with Ken Wiggin to study the reduction of state agency paper and duplicative procedures (Public Act 10-1, Senate Bill 501, Sec. 42).

On October 13, Jeff and Lizette conducted an inspection of the Department of Labor's off-site records storage facility in Newington.

On October 19, LeAnn attended the monthly Connecticut Chapter of ARMA meeting. The meeting topic was *Transforming Business as Ethical Information Leaders*.

On October 27, LeAnn spoke at the Litchfield County Tax Collector's Association meeting. Her presentation was on Records Retention/Disposition. She also discussed proposed changes to the *Municipal Retention Schedule M4: Taxation-Assessment/Collection records*.

On October 28, LeAnn spoke at the Middlesex County Town Clerk's Association meeting held at the Durham Town Hall. Her presentation was on eRecording in Connecticut.

On November 6, Lizette gave a 20 minute presentation on the IPER project as part of a session on *CoSA and CoSTEP Emergency Preparedness Projects* at the New England Archivists Fall meeting at Keene State College in Keene, NH. Gregor Trinkaus-Randall, Preservation Specialist, Massachusetts Board of Library Commissioners, was the other panel member.

## **Historic Documents Preservation Program**

Eighteen municipalities submitted Cycle 2 targeted grant applications in the areas of Preservation/Conservation, Organization and Indexing, and Storage and Facilities, for a total of \$66,000 in grants. For the FY 2011 grant year, a total of \$573,000 in grants will be awarded to 149 municipalities for records preservation and management projects.

On October 20, LeAnn, Kathy, and Lizette attended the Historic Documents Preservation Program Advisory Committee meeting. Topics of discussion included the financial reports and proposed grant funding levels for FY 2012.

## **Disaster Planning**

On September 15 and October 14, Lizette attended meetings of the COSTEP-CT steering committee at the Van Block facility with Jane Cullinane and Mark Jones. Lizette arranged for Tom Romano of the Department of Emergency Management and Homeland Security [DEMHS] to present a FEMA emergency management course, *ICS 100: Introduction to the Incident Command System* on September 23 for members of the COSTEP steering committee, the State Historical Records Advisory Board and interested State Library staff. Lizette and Kathy attended the course.

On September 27, Lizette attended a meeting of the IPER training team at the Department of Information Technology (DOIT). The other team members are Peggy Zabawar, DAS Learning Center, and James Grochowski, Information Technologies Disaster Recovery Manager, DOIT.

Lizette attended a meeting of the State Library Disaster Committee on September 30.

Lizette and Jane Cullinane met with DAS Procurement officers Peggy Zabawar, Suzanne Hawkins and Cindy Milardo, to discuss the possibility of creating a statewide Emergency Records Recovery and Facility Mitigation Contract on October 21. This contract would benefit state agencies, municipalities and qualified non-profits.

## **Committees and Additional Staff Activities**

LeAnn and Ken Wiggin held a meeting to address the issue of graphical representations in municipal land records on September 21. The committee members included town clerks, real estate attorneys, surveyors, and public records staff. As a result of the meeting, the office issued *General Letter 2010-3, Recording of Land Record Instruments Containing Graphical Representations*, on October 25. The letter stated that there is no basis for refusing to record an instrument containing graphical representations, provided that it meets existing statutory requirements for recording.

On September 22, LeAnn and Lizette attended the State Historical Records Advisory Board meeting at the Litchfield Historical Society.

On October 19, LeAnn and Jeff Collins attended a meeting with other representatives of the State Library to discuss the library's initiative to harvest state agency websites prior to the upcoming transition of the Administration.

On October 21, Jeff attended a meeting with other representatives of the State Library to discuss the library's upcoming website migration to the Drupal platform.



On October 28 and 29, Kathy attended the workshop *Sustainable Preservation Practices for Managing Storage Environments*, presented by the Image Permanence Institute, at Yale University. This presentation included new research on optimal environmental conditions and reducing costs while maintaining appropriate conditions.

On November 8, LeAnn, Lizette and Kathy attended the fourth meeting of the Real Property Electronic Recording Committee, chaired by Ken Wiggin. Committee members spoke with a mortgage industry representative and reviewed a Memorandum of Understanding draft.

### **STATE ARCHIVES**

September 23: Mark Jones attended an all day class, IS-100.a Introduction to Incident Command System, ICS-100, run by FEMA.

September 30 and Oct. 25: Mark Jones attended meetings of the Disaster Task Force.

October 14: Mark Jones attended a meeting of COSTEP-CT which stands for Coordinated Statewide Emergency Preparedness.

October 22: Mark Jones attended and chaired a meeting of the Connecticut State Historical Records Advisory Board.

October 27: Mark Jones represented the State Librarian at a meeting of the Job Corps Task Force created by statute to use whatever is relevant from the New Deal WPA and apply it to construction jobs in Connecticut.

November 6: Mark Jones attended a Fall conference of the Association for the Study of Connecticut History at U-CONN-Torrington and delivered a paper entitled, "Frederic Collin Walcott: President's Friend, Wildlife Conservationist, and Eugenics Promoter."

### **Accessions:**

#### **Probate records:**

RG 004:015, Bridgeport Probate Court files, 1916-1963, 42 cubic feet

RG 004:017, Bristol Probate Court files, 1920-1976, 64 cubic feet

RG 004:021, Canaan Probate Court record books, 1838-1941, 16 volumes

RG 004:031, Cornwall Probate Court record books, 1847-1972, 12 volumes

RG 004:076, Madison Probate Court files, 1834-1975, 38 cubic feet

RG 004:098, Norfolk Probate Court record books, 1778-1978, 19 volumes

RG 004:122, Salisbury Probate Court record books, 1847-1962, 39 volumes

RG 004:125, Sharon Probate Court record books, 1757-1924, 43 volumes

RG 004:143, Torrington Probate Court record books, 1847-1935, 39 volumes; and files, 1881-1936, 30 cubic feet

RG 004:164, Windsor Probate Court files, 1855-1973, 27 cubic feet

**Other:**

RG 002:025, Prudence Crandall Statue Committee, 2000-2008, .5 cubic feet

RG 012, Connecticut State Library. Information Services Division. Director's files, 1969-2009, 2 cubic feet

RG 011, Insurance Department. Market Conduct Division stipulations, 1998-2000, 1 cubic foot

RG 062:067, Town of Hebron tax abstracts, 1900-1961, 62 volumes

RG 069:043, John S. Ellsworth account book, 1905-1908, 1 volume

RG 074:001, Charles Lyman Shaw genealogical notebooks, circa 1890-1900, 13 items

RG 074:069, Peter Colt Family genealogical papers, 1856-2010, 1 envelope

RG 179:005, Undercliff Hospital. Commission on the Care and Treatment of the Chronically Ill, Aged and Infirm patient files, 1954-1956, 5 cubic feet

PG 080, Civil War Collection, 1st Connecticut Artillery album and supplementary material, 1837-1907

PG 220, Connecticut State Library Collection, 1976-2002, 2 cubic feet

**Finding Aids Online:**

RG 002:025, Human Services Committee, 1987-1997

RG 009:004, Office of the Attorney General,  
*Connecticut vs. Massachusetts*, 1890-1932, bulk 1928-1934

RG 009:005, Office of the Attorney General,  
*Francis A. Pallotti vs. William J. Cox*, 1942

RG 070:082, Groton Congregational Church, 1727-1893

RG 070:083, Baptist Associations of Connecticut, 1793-1957

RG 074:069, Peter Colt Family Genealogical Papers, 1856-2010

RG 123, Daughters of the American Revolution, 1940-1959

RG 140, Connecticut State Dental Association, 1864-1965

RG 141, Hartford Dental Society, 1897-1968

RG 166:003, Connecticut Abraham Lincoln Bicentennial Commission,  
2008-2010

**Outreach:**

On November 6, 2010, Assistant State Archivist Paul Baran and Government Records Archivist Allen Ramsey attended a Fall conference of the Association

for the Study of Connecticut History at UConn-Torrington. Baran delivered a paper entitled, "Moses Warren (1762-1835): A Surveyor's Life through Maps" and Ramsey delivered a paper entitled, "Truman Smith: A Congressman, Senator, and Backstage Politico, 1831-1872".

On November 18, 2010, Government Records Archivist Allen Ramsey attended a demonstration of the Archivist's Toolkit software at Central Connecticut State University.

### **MUSEUM OF CONNECTICUT HISTORY**

Patrick presented 3 outreach programs to adult groups. Programs were given to Hartford Hospital, Ellington Historical Society and the Torrington Historical Society.

Patrick and Nancy Peluso met with staff from the Bushnell Theater regarding the iQuilt project. iQuilt would link cultural sites and institutions via pedestrian walkways in the downtown Hartford area. Visit <http://www.hartfordquilt.org/> for more info about this exciting project.

School outreach programs are in full swing with visits to South Windsor, Terryville and Enfield.

Patrick guided a group from the Legislative Commissioner's Office through the museum.

### **LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED (LBPH)**

On Thursday, September 30, 2010, 8 volunteers from the Rocky Hill Chapter of AARP gave a day of service to LBPH. Because of inclement weather, many project opportunities were found within the building. Some volunteers helped enter patron requests into the computer. Another volunteer worked on interlibrary loans of Connecticut Cassettes to patrons in other states. Others assisted with inventory and shifting of the collection.

On October 2, 2010, the library hosted the Agency Consumer Advisory Committee (ACAC) meeting of BESB (Board of Education and Services for the Blind. About 12 members attended and toured the library.

October 8, 2010, the LBPH Advisory Committee met. A slate of officers was presented and voted on for 2011. The State Librarian attended and gave an update on the State Library.

On October 22, nine students, one teacher and one parent from Rocky Hill High School provided community service time to LBPH as part of their annual "Lend-A-Paw" Day. Many of the students worked in the Sensory Garden weeding, trimming, raking and deadheading plantings preparing it for the winter. Others worked on indoor projects.

October 27 – 30, 2010, Carol Taylor attended the Consortium of User Libraries (CUL) conference at Sunset Beach, NC. This was an opportunity to review and vote on enhancements to the computer circulation software, vote on officers and finalize the consortium's annual budget.

Doug Lord and Carol are working together on a survey of LBPH patrons concerning their library service. It is hopeful that this feedback will assist with LSTA reporting and provide useful information to LBPH on possible improvements to the service.

The library staff continues to transition patrons to the new digital machines and book cartridges.

Presentations:

On October 18, LBPH presented to the church disabilities committee of the Sacred Heart Church, Bloomfield.

On October 19, Mary Minow staff an LBPH exhibit at the Fourth Annual 9<sup>th</sup> District Senior Expo, Cromwell.

On November 5, LBPH presented at the New Director's Brunch, MLSC

On November 6. :BBPH presented at the National Federation of the Blind State Convention, North Haven.